

# MILITARY FUNERAL HONORS

## Frequently Asked Questions

### **What is the Scope of Military Funeral Honors?**

Military Funeral Honors has always been provided whenever possible. However, the law now mandates the rendering of Military Funeral Honors for an eligible veteran if requested by the family. As provided by law, an honor guard detail for the burial of an eligible veteran shall consist of not less than two members of the Armed Forces. One member of the detail shall be a representative of the parent service of the deceased veteran. The honor detail will (at a minimum) perform a ceremony that includes the folding and presenting of the American flag to the primary next of kin and the playing of Taps. Taps will be played by a bugler (if available), electronic recording or a ceremonial bugle.

### **Who is eligible for Military Funeral Honors (3-man Detail)?**

- Military service members not on active duty or in an active duty status
- All former military service members (active and reserve components) honorably discharged from the armed forces
- All former military service members (active and reserve components) who were medically discharged

### **Services provided for Military Funeral Honors (3-man Detail):**

- Flag folding
- Flag presentation to Primary Next of Kin
- Playing of Taps

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### **Who is eligible for full Military Honors (7-man Detail)?**

- Service members currently on active Duty
- Medal of Honor recipients
- Retirees

### **Services provided for full Military Honors (7-man Detail):**

- Flag folding
- Flag presentation to Primary Next of Kin
- Playing of Taps
- Pall Bearers
- Firing Detail

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### **Note:**

The Adjutant General may authorize expanded honors for all military funerals based upon Department of Defense and service guidelines with resource constraints. Expanded honors is defined as any additional elements that can be added to enhance the Military Funeral Honors detail.

## **Responsibilities of the Funeral Home**

### **Provide proof of service eligibility:**

Funeral Directors MUST obtain proof of service eligibility of the deceased veteran. **The following are the ONLY source documents that will be accepted as proof of service eligibility for the Army (notify other branches of services for their required documents):**

- DD Form 214
- NGB Form 22 (Report of Separation and Record of Service for National Guard Soldiers)
- NGB Form 23D (Notification of Eligibility for Retired Pay at Age 60)
- Burial Benefit Form from the VA Hospital
- Military Retired ID Card
- Department of VA ID Card

### **How to obtain proof of service eligibility:**

- Fax requests for discharge in writing to MS Army National Guard Historical Records at 601-313-6268; Attn: SFC Nichols or call him at 601-313-6217.
- Fax State VA Home Purchase Board request (in your packet) to 601-576-4850.
- Fax a Standard Form 180 (sample in your packet) as an Urgent Burial and Statement of Death form signed by the funeral director, to Human Resource Command at 314-801-0764.

### **To request Military Funeral Honors (Army):**

Obtain a copy of the proof of service eligibility from the family and fax it, with the appropriate request form, to Fort Polk Casualty Assistance Center (CAC) at 337-531-1770. Call to verify receipt at 337-531-1292.

- For requesting honors to be conducted on Tuesdays through Saturdays by the National Guard, fax requests to Fort Polk and follow up the next business day.
- For the Army National Guard, Urgency (less than 48 hours), on weekends, after business hours and on holidays, please call SFC Marcus Patterson at 601-665-3921. There is no need to contact SFC Patterson on the weekend for funerals being conducted Tuesdays through Saturdays. The new OIC of Military Funeral Honors is CPT Marilyn Upton at 601-573-5869.
- Requests for Military Funeral Honors should be requested within 48 hours of service or as soon as possible.

### **To request Honors for all other branches of service:**

Fill out and fax the respective request form accordingly.

- Air Force in North MS – Columbus AFB at 662-434-2311, Fax 662-434-3796
- Air Force in South MS – Keesler AFB at 228-377-1986, Fax 228-377-1987
- Navy in North MS at 877-478-3988, Fax 847-688-2454
- Navy in South MS at 904-542-9807/1536, Fax 904-542-0422
- USMC requests are via phone ONLY (MUST have DD Form 214) at 866-826-3628 or 703-432-9524, Fax 703-432-9284

**\*\* Effective 1 April 2012 this office will no longer be accepting requests for Military Funeral Honors directly. Requests MUST be faxed directly to Fort Polk CAC.\*\***